

PARCC TechReadiness Q & A

June 12 & 13, 2012



TechReadinessTool



parcc@azed.gov



Arizona Department of Education

Presenters/Contacts

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Communications, IT Department

Agenda

- Present updates
- Review Top Questions and demonstrate tool as needed
- Answer additional questions

WARM UP QUESTIONS

Answer polls on the screen.

Be Patient with the Process



System Requirements for the Technology Readiness Tool (Page 9)

Windows Operating System Browsers:

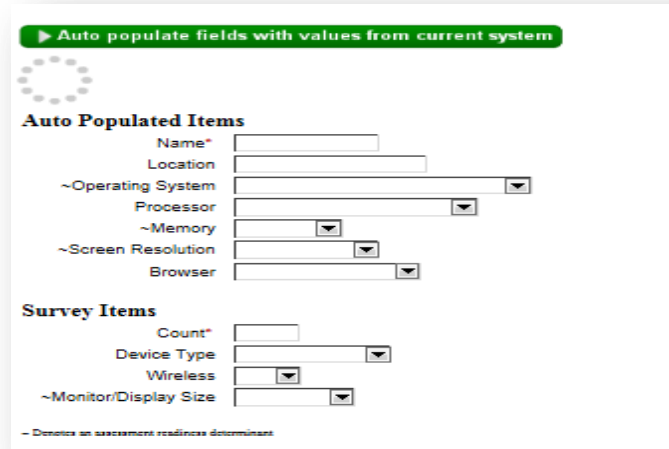
- Internet Explorer 8.0 or greater
- Firefox 9.0 or greater

Macintosh Operating Systems Browsers:

- Safari 4.0 or greater
- Firefox 3.0 or greater

Device Auto Detection

Java 1.5 or greater is required for in-depth auto detection of a device.



The screenshot displays a web interface for the Technology Readiness Tool. At the top, a green button reads "Auto populate fields with values from current system". Below this is a loading spinner. The "Auto Populated Items" section contains the following fields: "Name*" (text input), "Location" (text input), "~Operating System" (dropdown menu), "Processor" (dropdown menu), "~Memory" (dropdown menu), "~Screen Resolution" (dropdown menu), and "Browser" (dropdown menu). The "Survey Items" section contains: "Count*" (text input), "Device Type" (dropdown menu), "Wireless" (checkbox), and "~Monitor/Display Size" (dropdown menu). A small note at the bottom states: "~ Denotes an assessment readiness determinant".

Extraction Dates

Pearson will be extracting the data from the TechReadiness Tool on the following dates (subject to change).

First Collection	Saturday, June 30, 2012
Second Collection	Friday, December 14, 2012
Third Collection	Friday, June 14, 2013
Fourth Collection	Friday, December 13, 2013
Fifth Collection	Friday, June 13, 2014
Sixth Collection	Monday, August 18, 2014

#1 Collection Window

April 16th – June 30th

Snapshot will be taken on June 30, 2012.



#1 Most Asked Question:

When will I receive my username and password?

- If you have been receiving emails, then you are in the system and should have received your information.
- If you can't find it, send Brenda or me an email.
- We will reset your password.
- You will get a new email from TechReadiness@pearson.
- Once this is done, you need to change your password.
- www.techreadiness.org (Bookmark it)

#2 Most Frequent Question: I don't know where to start. How do we access the tool? I can't find the survey. Are there step-by-step directions?

- A. Review all training and resources (Past webinars, PPTs, etc.)
- <http://www.azed.gov/standards-development-assessment/parcc-assessment/technology-requirements-for-assessment/>
- www.techreadiness.org
- <http://techreadiness.org/DAQSG>
- <http://techreadiness.org/DSQSG>
- <http://www.techreadiness.org/UsersGuide>
- <http://www.techreadiness.org/TrainingModule>
- [FAQs / Answer Center](#) - Added 05/28/12

Roles and Responsibilities

Roles and Responsibilities

	SRC	District Admin	District	School
Upload/Enter Data				
Organization	✓	✓		
User	✓	✓		
Device	✓	✓	✓	✓
Test-taker	✓	✓	✓	✓
Infrastructure	✓	✓	✓	✓
Staff & Personnel	✓	✓	✓	✓
Indicate when data entry is complete		✓	✓	✓
View reports	✓	✓	✓	✓
Point of contact for consortia and Pearson	✓			
Communication with district and local staff	✓			

✓ = yes ✓ = as assigned

Critical to Understand

ADE uploads Districts and then Districts add:

Schools

The survey data is all about your:

Schools

District Responsibility

1. Add your schools! You must use the **Entity ID** not CTDS

The screenshot shows a web form titled "1. New Organizations". The form includes the following fields and annotations:

- Parent Organization:** A dropdown menu showing "ABC Test District (AZ-1234567)". A red arrow points to this field with the text "Your District".
- Organization Type*:** A dropdown menu showing "School".
- Code*:** An empty text field. A red arrow points to this field with the text "AZ-Entity ID".
- Name*:** An empty text field.
- Local Code*:** An empty text field. A red arrow points to this field with the text "Entity ID".
- Inactive:** A checkbox.
- Address Line 1*:** An empty text field.
- Address Line 2:** An empty text field.
- City*:** An empty text field.
- State*:** A dropdown menu.
- Zip Code*:** An empty text field.
- Phone #*:** An empty text field. A red arrow points to this field with the text "602-111-1111".
- Phone Extension:** An empty text field.
- Fax #:** An empty text field.

When entering schools, be sure that your Parent Organization is showing.

The Codes are referring to the **SCHOOL Entity ID**

"Code" = **AZ-[school] ENTITY ID**

"Local Code" = [school] **ENTITY ID**
(you do not include "AZ-")

Use ADE's "Find A School"

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Search By:

- ☒ Name
- ☐ City
- ☐ County
- ☐ Zip Code
- ☐ CTDS

Enter the Entity Name:

Like this:

<---- Enter your search criteria in the left column.

Below are sample instructions

- To begin searching, click on what you want to search by. i.e., school/district name. Enter the search criteria in the field that appears and press go.
- When searching by name or city, you can enter part or all of the name or city.

Other instructions: When searching by name or city, you can enter part or all of the name or city. You may also enter a % (wildcard) in front of the name or city.

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Search By:

- ☒ Name
- ☐ City
- ☐ County
- ☐ Zip Code
- ☐ CTDS

Entity Type:

County:

Mailing Address:

Physical Location:

Phone:

URL Address:

Entity ID only

07-04-68-000	Alhambra Elementary District
07-04-68-101	Alhambra Traditional School
07-04-68-102	Andalucia Middle School
07-04-68-104	Barcelona Middle School
07-04-68-105	Carol G. Peck Elementary School
07-04-68-106	Catalina Ventura School
07-04-68-107	Cordova Middle School
07-04-68-108	Cordova Primary School
07-04-68-109	Granada East School
07-04-68-110	Granada Primary School
07-04-68-103	James W. Rice Primary School
07-04-68-111	Montebello School
07-04-68-113	R E Simpson School
07-04-68-112	Sevilla Primary School
07-04-68-115	Sevilla West School
07-04-68-114	Westwood Primary School

Alhambra Elementary District

Entity ID: 4280

Entity Nature: Administrative Office

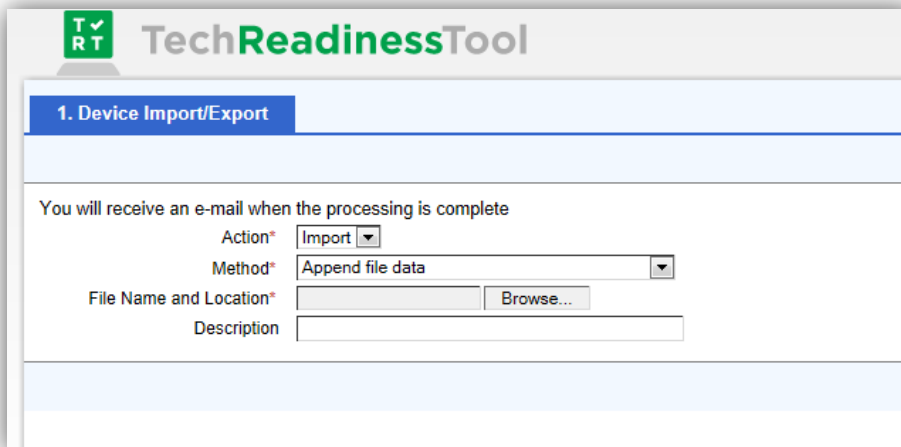
Grades Served: PSD-8, UE

Fax: (602) 336-2266

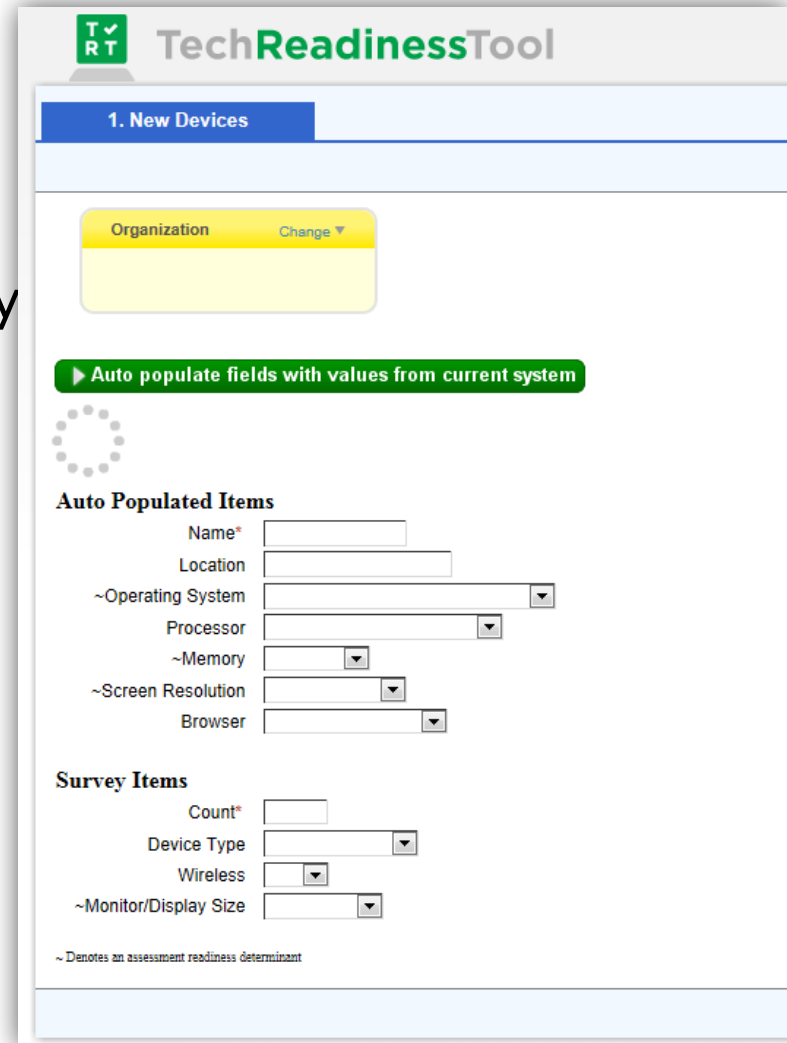
2. Add Device info for EACH School

3 ways to add Devices

1. Spreadsheet – Batch Upload
(Only for large numbers) OR
2. Auto detect (use if you have only
a few types of computers) OR
3. Manually (for smaller schools)

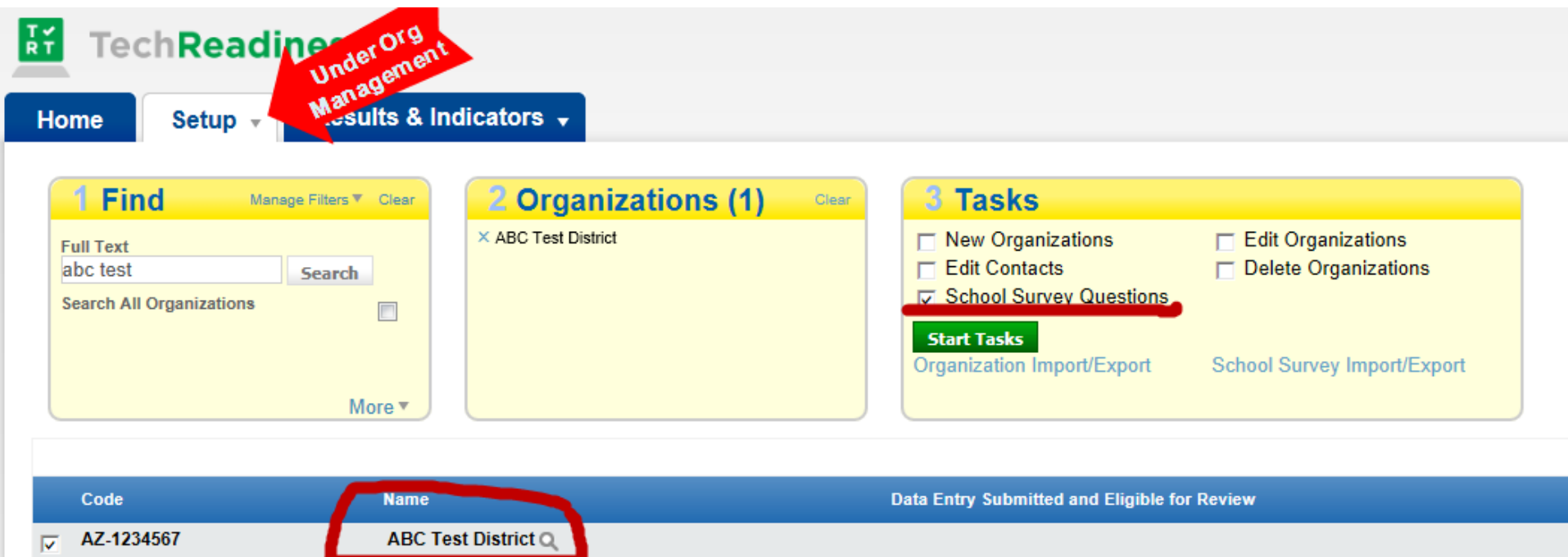


The screenshot shows the '1. Device Import/Export' tab in the TechReadinessTool. It includes a message: 'You will receive an e-mail when the processing is complete'. Below this, there are fields for 'Action*' (set to 'Import'), 'Method*' (set to 'Append file data'), 'File Name and Location*' (with a 'Browse...' button), and 'Description'.



The screenshot shows the '1. New Devices' tab in the TechReadinessTool. It features an 'Organization' field with a 'Change' dropdown. Below this is a green button that says 'Auto populate fields with values from current system'. A loading spinner is shown, followed by the 'Auto Populated Items' section, which includes fields for Name*, Location, ~Operating System, Processor, ~Memory, ~Screen Resolution, and Browser. Below this is the 'Survey Items' section, which includes fields for Count*, Device Type, Wireless, and ~Monitor/Display Size. A note at the bottom states: '~ Denotes an assessment readiness determinant'.

3. Complete School Survey for EACH School



The screenshot shows the TechReadiness tool interface. A red arrow points to the 'Under Org Management' text, which is overlaid on the 'Results & Indicators' dropdown menu. The interface is divided into three main sections: 1 Find, 2 Organizations (1), and 3 Tasks. In the '1 Find' section, the 'Full Text' search box contains 'abc test' and the 'Search' button is highlighted. In the '2 Organizations (1)' section, 'ABC Test District' is listed. In the '3 Tasks' section, the 'School Survey Questions' checkbox is checked and underlined in red. Below the tasks, the 'Start Tasks' button is highlighted in green. At the bottom, a table lists organizations with columns for 'Code', 'Name', and 'Data Entry Submitted and Eligible for Review'. The first row shows 'AZ-1234567' and 'ABC Test District', with the 'Name' column circled in red.

TechReadiness

Home Setup **Results & Indicators**

1 Find Manage Filters Clear

Full Text
abc test Search

Search All Organizations ☐

More

2 Organizations (1) Clear

× ABC Test District

3 Tasks

☐ New Organizations ☐ Edit Organizations
☐ Edit Contacts ☐ Delete Organizations
☒ School Survey Questions

Start Tasks

Organization Import/Export School Survey Import/Export

Code	Name	Data Entry Submitted and Eligible for Review
<input checked="" type="checkbox"/> AZ-1234567	ABC Test District	

3. Complete School Survey for EACH School

Details

School Survey does not apply to this organization.

Staff / Personnel Issues & Roadblocks

Data Entry Submission Status

Data Entry Submitted and Eligible for Review ☐ **Do this last!**

Why is this information needed?

The information derived from this survey will assist the consortia and individual states in understanding the 'readiness' of each district and school(s) from a staff and personnel standpoint. **Please take the survey once for each school in the district or allow one person in each school to take the survey.**

Network Information (Estimated)

Internet Bandwidth

Internet Bandwidth Utilization (%)

Internal Network Bandwidth

Internal Network Bandwidth Utilization (%)

Wireless Access Points Count

Who should answer these survey questions?

The following questions should be answered by a person at the district level (once for each school) or the school level, who has knowledge or the knowledge and capabilities of the staff and personnel responsible for installing, configuring, and using technology to administer student tests.

How to answer these survey questions?

Please rank the following items from 0-10 in regards to level of concern; 0 being of no concern and 10 being of extreme concern. If you are uncertain whether or not it will be a roadblock for your school, please answer Don't Know.

Testing Information

Max # of Simultaneous Test-Takers

Est Test-Taker Count (2014-2015)

Testing Window (# school days)

Sessions per Day

Test Administrators

1. Having a sufficient number of test administrators to support online testing.
2. Test administrators having sufficient technical understanding to support online testing.
3. Providing all appropriate training needed for test administrators.

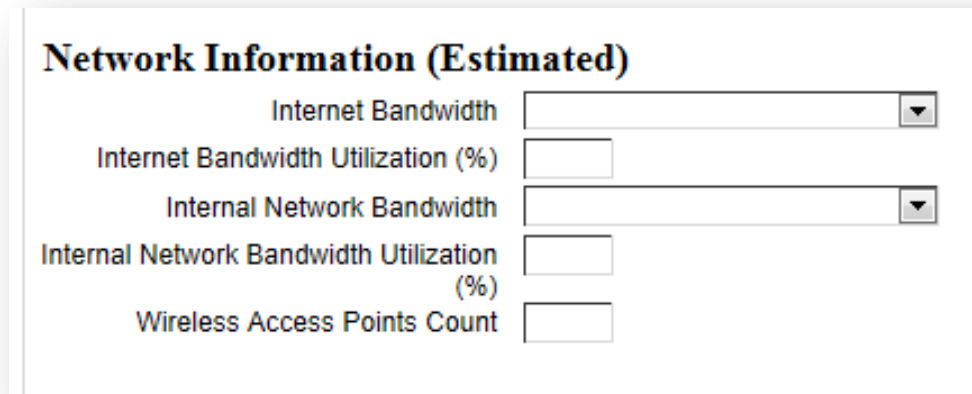
Technology Support Staff

4. Having a sufficient number of technology support staff to support online testing.
5. Technology support staff having sufficient technical understanding to support online testing.
6. Providing all appropriate training needed for technology support staff.

Misc. Questions

Q: Bandwidth issues –

A: Speed Tech http://assess4ed.net/speed_test



The image shows a screenshot of a web form titled "Network Information (Estimated)". The form contains five input fields arranged vertically. The first two fields, "Internet Bandwidth" and "Internal Network Bandwidth", are dropdown menus. The next three fields, "Internet Bandwidth Utilization (%)", "Internal Network Bandwidth Utilization (%)", and "Wireless Access Points Count", are text input boxes.

Network Information (Estimated)	
Internet Bandwidth	<input type="text"/>
Internet Bandwidth Utilization (%)	<input type="text"/>
Internal Network Bandwidth	<input type="text"/>
Internal Network Bandwidth Utilization (%)	<input type="text"/>
Wireless Access Points Count	<input type="text"/>

Q: When will we know the results of this first round of data gathering?

A: July 1st, 3:00 am Pacific Time Snapshot. A report will be issued based on data that is currently in the system

Additional Misc. Questions

Q: Are you having issues with upload errors?

A: Yes – Everything has to be just right. Contact **Pearson Customer Service at 888-323-8757** if you are unsuccessful.

q. Thin Clients

A: Thin Clients are indicated under the Device Type.

Q: If we reimage our computers, would it automatically change it in the system?

A: No, you will have to go in and update the data in the TRT

Additional Misc. Questions

Q: What percent of completion are you expecting for the 30th?

A: 100% is desired. Would be happy with 50%

Q. If a school has no computers, does not use computers as part of its curriculum and is not wired for computers, what then?

A. Add your school, answer the School Survey questions. Do nothing for the Devices.

Q: Do we need to submit anything if we do not open until 8/2013

A: If you are in the system, it would be nice to get some of the School Level Survey data. Otherwise, you will not have much to report.

Additional Questions

Q: Please demonstrate the process for uploading your hardware inventory in Excel format or an automated way to import

Minimum Requirements

The Truth as We Know it Today**

If purchasing new technology today

Minimum Guidelines for New Hardware Purchases

Hardware	Operating System	Networking	Device Type
<ul style="list-style-type: none">• 1 GHz or faster processor• 1 GB RAM or greater memory• 9.5 inch (10 inch class) or larger screen size• 1024 x 768 or better screen resolution	<ul style="list-style-type: none">• Windows 7• Mac 10.7• Linux (Ubuntu 11.10, Fedora 16)• Chrome OS• Apple iOS• Android 4.0	<ul style="list-style-type: none">• Wired or wireless Internet connection	<ul style="list-style-type: none">• Desktops, laptops, netbooks, thin client, and tablets that meet the hardware, operating system, and networking specifications



****May change as actual items are created.**

Questions

Type questions in the Questions Box

Additional Questions?

- If you have questions after the presentation, you may post them at www.assess4ed.net in the AZ area. (You will need a login and password.)

Resource for additional support:

ADE PARCC Technology Readiness website

<http://www.azed.gov/standards-development-assessment/parcc-assessment/technology-requirements-for-assessment/>

- Webinar recording and the PowerPoint presentation will be on this page.
- For questions and support, email

parcc@azed.gov



You will receive a link to an online evaluation survey and the link to the recording within 48 hours!

**WE ARE ALL IN THIS
TOGETHER!**